Private School Choice Programs Summer School Report

Schools participating in the Private School Choice Programs (PSCP) that have offered summer school may be eligible to receive state aid payments for providing allowable summer school instruction to Choice eligible students. This presentation provides guidance to schools on how to complete the Summer School Report (Form PCP-109, available at http://sms.dpi.wi.gov/files/forms/xls/fpcp-109.xls)

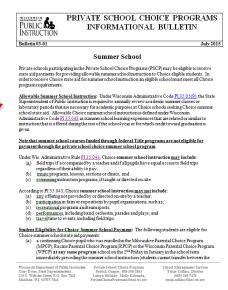
In order to receive Choice state aid for summer school instruction, an eligible Choice school must meet all Choice Program requirements. To be eligible to receive summer school payment for instruction to eligible Choice Program students, the Choice school must:

- 1) Schedule a minimum of 19 days of pupil instruction during their summer school term;

 AND
- 2) Offer a minimum of 270 minutes of pupil instruction per scheduled summer school day.

In order for a Choice Program student to be eligible to receive a summer school payment at an eligible Choice Program school, the student must have attended a course taught at the Choice school's summer school program for a minimum of 15 days.

Additional details are available in the Summer School Bulletin available at: http://sms.dpi.wi.gov/files/sms/pdf/pcp_summer_bulletin_2015.pdf



Private School Choice Programs Summer School Report

The Private School Choice Programs Summer School Report is available on the Choice Program web site:

http://sms.dpi.wi.gov/files/forms/xls/fpcp-109.xls

This is a screen shot of the instruction page, providing details on how to complete the report.

When this file is open on your computer, you may click on these tabs to move between the Instructions, Cover Sheet, and Schedules 1, 2, and 3.

INSTRUCTIONS FOR COMPLETION OF SPREADSHEET VERSION SUMMER SCHOOL REPORT (PCP-109)

`over

Complete the information in the fields shaded in yellow. Once the entire form is completed, the school's choice administrator must sign and date the form (area shaded in blue) prior to submitting to the Department of Public Instruction (DPI). To be elligible for a summer school choice payment, a school must have scheduled a minimum of 19 days of pupil instruction, with a minimum of 270 minutes of direct instruction scheduled per day.

Schedule 1 Summer School Course List

In column A, rows 1 through 8, list all courses that were provided for grades K4 through 8. List all courses that were provided for grades 9 through 12 in rows 10 through 17. As a reminder, summers chool cores funded through Title I monies are not eligible for payment through the private school choice summers chool program, and should not be included on the summers chool course list.

In column B, list the length in minutes that the course was offered each day. For example, if a school provides a class for 60 minutes for 20 days, 60 should be entered in Column B. The school must provide a minimum of 270 minutes of direct instruction per day to qualify for the summer school choice payment.

Schedule 2 Summer School Days Attended for K4 through 8th Grades

The courses the school entered on Schedule 1 (rows 1 through 8) should now appear in the section E columns on this tab. List all choice students in grades K4 through 8 who attended summers chool and who were either in the Choice Program at any choice school on the 2nd Friday in January 2015 or who have been accepted in the Choice Program at your school for the 2015-16 school year. The students should be listed alphabetically by last name and by grade level (beginning with K4).

In column B, enter the grade the student was in for summer school.

In column C, if the pupil was in the Choice Program on the 2nd Friday in January 2015, enter a "C". If the pupil has been accepted in the Choice Program at your school for the 2015-16 school year, enter "A". Only Choice Program students should be entered on this form.

Next, enter the number of days the student attended summers chool in Column D. In order to be eligible for the choice summers chool payment, the student must have attended a minimum of 15 days of summers chool.

In section E, put an "X" for all the courses the student attended. Column F will indicate if the pupil is eligible for a summer school choice payment based on the information you have entered. Columns A through E must be completed for the pupil to be eligible.

Schedule 3 Summer School Days Attended for 9th through 12th Grades

The courses the school entered on Schedule 1 (rows 10 through 17) should now appear in the section E columns on this tab. List all choice students in grades 9 through 12 who attended summer school and who were either in the Choice Program at any choice school on the 2nd Friday in January 2015 or who have been accepted in the Choice Program at your school for the 2016-16 school year. The students should be listed alphabetically by last name and by grade level (beginning with grade 9).

In column B, enter the grade the student was in for summer school.

In column C, if the pupil was in the Choice Program on the 2nd Friday in January 2015, enter a "C". If the pupil has been accepted in the Choice Program at your school for the 2015-16 school year, enter "A". Only Choice Program students should be entered on this form.

Next, enter the number of days the student attended summers chool in Column D. In order to be eligible for the choice summer school payment, the student must have attended a minimum of 15 days of summers chool.

In section E, put an "X" for all the courses the student attended. Column F will indicate if the pupil is eligible for a summer school choice payment based on the information you have entered. Columns A through E must be completed for the pupil to be eligible.

DPI staff will verify the eligibility of Choice students for summers chool by checking the list of Choice summer school students against the prior Javanuy enrollment lists and against eligible applications on file for newly accepted students at your school. Your auditor will also review the summer school report and the attendance records as part of the September enrollment audits.

If you have questions related to this report, contact Patrick Gasper at patrick.gasper@dpi.wi.gov or 608-266-2853.

When printing the report, we suggest that you first do a "Print Preview" before actually printing Schedule 2 and 3. Then, print only the pages that have data on them. Make sure to have the school's Choice Administrator sign and date the cover sheet, and then send the report to the Department of Public Instruction by October 1, 2015, while retaining a copy of the spreadsheet for your records and auditing purposes.

You may scan a copy (with Choice administrator's signature and date signed) and send it by email to: PrivateSchoolChoice@dpi.wi.gov Please note, this email to: privateSchoolChoice@dpi.wi.gov Please

M REPORT INSTRUCTIONS Cover Schedule 1 Schedule 2 Schedule 3

Cover Sheet

On the cover sheet, only complete the items shaded in yellow.

For "Summer School Dates," enter the beginning date of summer school classes and the ending date using the "Mo/Day/Year" format. Also enter the starting and ending times for each day of summer school.

Enter the number of days you did not hold summer school between your beginning and ending dates (for example if you did not hold summer school on July 3, enter 1).

The form will automatically calculate the number of days of instruction, subtracting (if applicable) the July 4 holiday.

After completing the sections shaded in yellow on the cover sheet, continue by completing schedule 1, and schedule 2 and/or 3 as necessary.



Wisconsin Department of Public Instruction PRIVATE SCHOOL CHOICE PROGRAMS SUMMER SCHOOL PROGRAM REPORT PCP-109 (Rev. 07-15)

Collection of this data is a requirement of s. 119.23 and 118.60, Wis. Stats., and Chapter Pl 35, Wis. Adm. Code.

Refer to detailed instructions.

AT CLOSE OF SUMMER SCHOOL: Complete and submit

the signed report by October 1, 2015 to the DPI at: Patrick Gasper (PrivateSchoolChoice@dpi.wi.gov) Private School Choice Programs

PO Box 7841 Madison, WI 53707-7841

School				
Street Address		City	State	ZIP
			WI	
Summer School Dates	School Phone Area/No.			
Beginning Date Mo./Day/Yr.	Ending Date Mo./Day/Yr.	Beginning Time HH:MM	Ending Time HH:MM	
How many week days was school NOT	T in session between me beginning and	d ending dates listed	i	
above? For example, if the cultoor was			•	
Contact Person for this Report		Email Address for Contact Perso	on	Phone
		II. SIGNATURE		
CERTIFY that this report is true, that the summer school and the Private School (state aid will be claimed only for classes		
summer school and the Private School (
summer school and the Private School (
summer school and the Private School (
summer school and the Private School (
summer school and the Private School (tate aid will be claimed only for classes		
summer school and the Private Senool (lame of Cheice Administrator Signature of Choice Administrator	Choice Programs. I further certify that s	tate aid will be claimed only for classes	approved for summer school	Date Signed Mo./Day/Yr
summer school and the Private Senool of Name of Chaice Administrator Signature of Choice Administrator Summer	Choice Programs. I further certify that s	tate aid will be claimed only for classes III. PROGRAM ELIGIBILITY struction	s approved for summer school Number	Date Signed Mo./Day/Yr
Summer school and the Private Sentool of Name of Chaice Administrator Signature of Choice Administrator Summer	Choice Programs. I further certify that s Requirement School includes at Least 19 Days of In	III. PROGRAM ELIGIBILITY struction as any K4-8 grade students	Number	Date Signed Mo./Day/Yr Meets Requirements
Summer school and the Private Seniool of Name of Chaice Administrator Signature of Choice Administrator Summer	Requirement School Includes at Least 19 Days of Instance to 270 minutes Required if the school has 270 minutes Required if the school	III. PROGRAM ELIGIBILITY struction as any K4-8 grade students	Number 0 0	Date Signed Mo./Day/Yr Meets Requirements No
Summer school and the Private Sentool of Name of Chaice Administrator Signature of Choice Administrator Summer K4-8 Grade Classes at Leas 9-12 Grade Classes at Leas A Grades K4-8	Requirement School Includes at Least 19 Days of In st 270 minutes Required if the school h IV. SUMMI B Grades 9-12	III. PROGRAM ELIGIBILITY III. PROGRAM ELIGI	Number 0 0 0 9-12 Payment Amoun Calculated as 5% of the	Date Signed Mo./Day/Yr Meets Requirements No No No Total Amount Due to School
Summer school and the Private School of Name of Charles Administrator Signature of Choice Administrator Summer K4-8 Grade Classes at Leas 9-12 Grade Classes at Leas	Requirement School Includes at Least 19 Days of In st 270 minutes Required if the school h IV. SUMMM	III. PROGRAM ELIGIBILITY III. PROGRAM ELIGI	Number 0 0 0 N 9-12 Payment Amoun	Date Signed Mo./Day/Yr Meets Requirements No No No Total Amount Due to School

Additional instructions for submitting the report available at the bottom of the Report Instructions tab.

Schedule 1: School Course Lists

The top section is only for courses offered to students in grades K4 though 8.

In column A, enter the title of the course (i.e. Math, Reading, Science).

In Column B, for each course listed in Column A, enter the number of minutes per day the course was offered during summer school.

The lower section is only for courses offered to students in grades 9 though 12.

In column A enter the title of the course (i.e. Math, Reading, Science).

In Column B, for each course listed in Column A, enter the number of minutes per day the course was offered during summer school.

Schedule 1: Summer School Course Lists

INSTRUCTIONS

In column A, rows 1 through 8, list all courses that were provided for grades K4 through 8. List all courses that were provided for grades 9 through 12 in rows 10 through 17. As a reminder, summer school courses funded through Title I monies are not eligible for payment through the private school choice summer school program, and should not be included on the summer school course list. In column B, list the length in minutes that the course was offered each day. For example, if a school provides a class for 60 minutes for 20 days, 60 should be entered in Column B. The school must provide a minimum of 270 minutes of direct instruction per day to qualify for the summer school choice

POL	K4 THROUGH 8 COURS	E LIST
	Α	В
\perp	Course Title	Length in Minutes Each Day
_1	Math	60
2	Reading	60
3	Science	→ 60
4	Social Studies	60
5	Art	60
6		
7		
8		
9	Total Minutes	300
	9 THROUGH 12 COURS	E LIST
	A	В
	Course Title	Length in Minutes Each Day
_	Biology	75
-	Geometry	75 75
_	Algebra I	> 75
	Algebra II	75
14	US Literature	75
15		
16		
17		
18	Total Minutes	375
1		
$\overline{}$	Course Completion Instructions Cover Schedule	1 Schedule 2 Schedule 3

NOTE: The information entered in column A will automatically transfer to the appropriate sections on Schedules 2 and 3. The "Total Minutes" information calculated from your entries in column B will automatically transfer to the appropriate section on the cover sheet.

Schedule 2: Days Attended by students in Grades K4-8

Only enter choice students who attended your summer school program on this report. Do not enter non-choice students on this report.

When entering names of choice students, be sure the name matches their name as it appears in the Online Application System (OAS).

In column A, the students should be listed first in grade order (beginning with K4) and then alphabetically by last name within each grade.

In column B, the school is to indicate the grade level that they determine the student to be in during summer school.

	ABC Academy Schedule 2: Days Attended for K4 through 8th Grade												
				Joneuule Zi L	ays Auell	INSTRUC		our Grade					
The	courses the school entered on S	chedule 1 (rows 1 through	8) should now	annear in			on this tab	List all cho	ice students	s in grades	K4 through	8 who attended
sum the 2 stud	mer school and who were either 2014-15 school year. The studer ent was in for summer school. Ir ram at your school for the 2014-	r in the Choic nts should be n column C, i	ce Program at a e listed first in g if the pupil was	ny choice scho rade order (be in the Choice F	ool on the 2 ginning with Program on	nd Friday in n K4) and th the 2nd Frid	January 2 nen alphabe day in Janua	014 or who tically by la ary 2014, e	have been st name wi nter a "C ".	accepted i thin each gr If the pupil I	n the Choic rade. In col has been a	e Program a umn B, ente ccepted in t	at your school for or the grade the the Choice
sum for a	mer school in Column D. In order all the courses the student attend to be completed for the pupil to be	to be eligible led. Column	e for the choice	summer school	ol payment, gible for a s	the student ummer sch	t must have ool choice p	attended a payment ba	minimum o	f 15 days o	f summer s	chool. In se	ction E, put an "X"
					K4 THROU	IGH 8TH G	RADE CLA						
	A	B Summer	C	D	Course			X for all co		student atte t least one (
LINE	Student Names Last name, First name	School Grade Level	Student (C) or Accepted	Number of Days in Attendance	Math	Reading	Science	Social	Art	Course 6	Course 7	Course 8	F Pupil Eligibility
	Anderson, Gary	K4	A	16	x	х	X		X				Eligible
_ 2	Bartowski, John	K4	A	15	х		x		X				Eligible
3	Calatrava, Maria	K4	A	19	х	х	х						Eligible
4													
5	Davis, Anthony	K5	A	15	x	x	x						Eligible
6	Edwards, Janice	K5	A	12	х			х	x				Not Eligible
7	Fernandez, Dorothea	K5	A	18	х	х	х						Eligible
8													Į
9	Grant, James	1	A	16	х	x		х					Eligible
10	Hawthome, Julia	1	C	19	х	х		х	X				Eligible
11	Ibarra, Ynes	1	C	19	х				x				Eligible
12	Johnson, Walter	1	C	13	х	x	х	х					Not Eligible
13													
14	Koenig, Peter	3	С	15	х	х							Eligible
15	Lor Jia, Marcus	3	C	19	х		x	х					Eligible
0	Manchester, Paula	3	C	18	х				Х				Eligible
17													
18	Newson, Tim	5	С	15	х		x	x					Eligible
19	Ortega, Pablo	5	A	19	x	x							Eligible
20	Polson, David	5	С	18	x		x	х	x				Eligible
21	Rand, Jennifer	5	С	17	х	х							Eligible
22													Ŭ
23													
24													
25													
26													
27													

Delta Course Completion Instructions Cover Schedule 1 Schedule 2 Schedule

Schedule 2: Days Attended by students in Grades K4-8 (continued)

In column C, enter the letter "C" (or choose C from the drop down list) if the pupil was in the Choice program on the 2nd Friday in January 2015, at your or any Choice program school.

If the pupil was not counted as a Choice student on the 2nd Friday in January 2015, but has been <u>accepted to attend your school</u> in the Choice program for the 2015-16 school year, enter "A".

	ABC Academy	
	Schedule 2: Days Attended for K4 through 8th Grade	
	INSTRUCTIONS	
1 through	8) should now appear in the section E columns on this tab. List all cho	ice students in grades K4 through 8 who attended

summer school and who were either in the Choice Program at any choice school on the 2nd Friday in January 2014 or who have been accepted in the Choice Program at your school for the 2014-15 school year. The students should be listed first in grade order (beginning with K4) and then alphabetically by last name within each grade. In column B, enter the grade the student was in for summer school. In column C, if the pupil was in the Choice Program at your school for the 2014-15 school year, enter "A". Only Choice Program stoudents should be entered on this form. Next, enter the number of days the student attended summer school in Column D. In order to be eligible for the choice summer school payment, the student must have attended a minimum of 15 days of summer school. In section E, put an "X" for all the courses the student attended. Column F will indicate if the pupil is eligible for a summer school choice payment based on the information you have entered. Columns A through E must be completed for the audit to be eligible.

		to completed for the paper to be				K4 THROU	IGH 8TH GE	RADE CLAS	SS LIST					
		A	В	С	D									
						Courses			X for all co				der to be	
				0			eligible	, a student	must have	attended at	least one	course.		
		Student Names	Summer School	Continuing Student (C)	Number of		5		_		ي و	F-		
	ш	Student names	Grade	or Accepted		_	-	Ē	<u>=</u> =		<u>8</u>	2	2	F
	N	Last name, First name	Level		Attendance	Math	Reading	Science	Social	¥	Course	Course	Course	Pupil Eligibility
ı		Anderson, Gary	K4	A	16	x	x	x	0, 0,	x				Eligible
		Bartowski, John	K4	A	15	x		x		X				Eligible
	3	Calatrava, Maria	K4	A	19	х	х	x						Eligible
	4													
-	-	Davis, Anthony	K5	A	15	х	х	x						Eligible
		Edward Janice	K5	A	12	x			x	х				Not Eligible
	7	Fernandez, Dorodiea	K5	A	18	х	х	x						Eligible
	8													
Ī	9	Grant, James		A	16	x	x		x					Eligible
Г	10	Hawthorne, Julia	1	С	19	х	х		х	х				Eligible
	11	Ibarra, Ynes	1	С	19	x				х				Eligible
	12	Johnson, Walter	1	С	13	х	х	х	х					Not Eligible
Γ	13													
	14	Koenig, Peter	3	С	15	х	х							Eligible
	15	Loyola, Marcus	3	С	19	х		x	х					Eligible
Γ	16	Manchester, Paula	3	С	18	х				х				Eligible
	17													
	18	Newson, Tim	5	С	15	x		x	x					Eligible
	19	Ortega, raoio		A	19	x	x							Eligible
	20	Polson, David	5	С	18	х		x	x	х				Eligible
	21	Rand, Jennifer	5	C	17	x	x							Eligible
	22													
	23													
	24													
	25													
	26													
	27													
- 6	7	Course Completion Instru	ctions	Cover Sch	edule 1 Sc	hedule 2	Schedu	e 3 🗡						

Schedule 2: Days Attended by students in Grades K4-8 (continued)

The courses entered on Schedule 1 (rows 1 through 8) should appear in the section E columns on this schedule.

In column D, enter the total number of summer school days the student attended.

- Do not include days in which the student was absent from summer school, even if it was an excused absence.
- If a student attended a partial day, the school may mark that as a full day of attendance.

Again, only include days in which the student attended the summer school program.

In section E, the school is to indicate which of the summer school courses the student attended by marking an "X" in the appropriate column(s). The courses should already appear based on the information the school entered on Schedule 1 of this report. The student must have attended at least one of the courses offered to be eligible for a Choice summer school payment.

								1					
					ABC	Academy		/					
				Schedule 2: D	ays Atten	ded for K4	through 8	th Grade					
						INSTRUC							
	courses the school entered on S												
	mer school and who were either												
	2014-15 school year. The studer												
	ent was in for summer school. Ir ram at your school for the 2014-												
	mer school in Column D. In order												
	ill the courses the student attend												
	be completed for the pupil to be						_ / `	•			•		
					K4 THROL	IGH 8TH G	RADE CLAS	SSLIST					
	A	В	С	D	K4 TIMOC	7011 0111 01	UND CEN	, , , , , , , , , , , , , , , , , , ,					
					Courses	s Attended	i, i sert an	X for all co	urses the s	student atte	nded. In or	der to be	
						eligible	tudent	must have	attended a	t least one	course.		
		Summer	Continuing				۱ .			9	~		
	Student Names	School	Student (C)	Number of	_	≨	2	= ≗		2	200	2	_
INE	Last name, First name	Grade Level	or Accepted	Days in Attendance	Math	Reading	Science	Social	Art	Course	Course	Course	Pupil Eligibility
	Anderson, Garv	K4	Student (A)	Attendance 16	X	X X	x x	S S	X	0	0	0	Eligible
_	Bartowski, John	K4		15	X	Α	x		X				Eligible
_	Calatrava, Maria	K4	A	19	X	x	X		Α				Eligible
4	Caiatrava, Maria	K4	A	19	X	X	X						Engible
•	Danie Australia	K5	A	15		_							Eligible
	Davis, Anthony Edwards, Janice	K5	A	12	X	х	X		-				_
_	Fernandez, Dorothea	K5		18	X			X	X				Not Eligible Eligible
8	remandez, Dorotnea	K3	A	18	Х	X	X						Liigible
_	0 1 7	— ,		1/								_	791.71
	Grant, James Hawthome, Julia	1	0	16	X	X		X				_	Eligible Eligible
	-		C	19	X	Х		X	X				
	Ibarra, Ynes	1	С	19	X				X				Eligible
	Johnson, Walt	1	С	13	х	х	X	X					Not Eligible
13													
	Koenig, Peter	3	С	15	X	Х							Eligible
_	Loyola, Marcus	3	С	19	X		X	X					Eligible
_	Manchester, Paula	3	С	18	X								Eligible
17			_										
_	Newson, Tim	5	С	15	X		X						Eligible
	Ortega, Pablo	5	A	19	X	х							Eligible
_	Polson, David	5	С	18	X			X	X				Eligible
_	Rand, Jennifer	5	С	17	X	X							Eligible
22													
23													
24													
25													
26													
27													
	Course Completion Instru		Cove Sch	edule 1 Sc									

The report will automatically determine if the student is eligible for a choice summer school payment based on the information the school enters. If the student attended any of the summer school courses offered by the school, and the student was in attendance during the summer school program for a minimum of 15 days, the report will indicate the student as eligible for a summer school voucher payment.

Schedule 3 : Days Attended by students in Grades 9-12

Only enter choice students who attended your summer school program on this report. Do not enter non-choice students on this report.

When entering names of choice students, be sure the name matches their name as it appears in the Online Application System (OAS).

In column A, the students should be listed first in grade order (beginning with 9) and then alphabetically by last name within each grade.

In column B, the school is to indicate the / grade level that they determine the student to be in during summer school.

		ABC Acad	lemy	
Schedule	3: Days	Attended f	or 9 through	12th Grade

INSTRUCTION

The courses the school entered on Schedule 1 (row s 10 through 12) should now appear in the section E columns on this is the List all choice students in grades 3 through 12 who attended summer school and who were either in the Choice Program at any or schools for the 2014-15 school year. The students should be listed first in grade order (beginning with grade 3) and then alphabetically by last name within each grade. In column B, enter the grade the student was in for summer school. In jointime, C, if the pupil as the term occipted in the Choice Program at your school for the 2014-15 school year, enter 1". Only Choice Program students should be entered on this form. Next, netter the number of days the student student as your school for the 2014-15 school year, enter 1". Only Choice Program students should be entered on this form. Next, netter the number of days the student student attended summer school. In Column D, in order to be eligible for the choice summer school payment, the student must have attended an minimum of 15 days of summer school in Section 6, put an "X" for all the courses the student attended. Column 1" will illigible at if the pupil is eligible for a summer school holice payment based on the informacy out have entered Columns A through E must be

-		1.16.1 1.1 1.11				9 THROUGH 12TH GRADE CLASS LIST								
-					9	IHROUGI	1 12 I H G	RADE CLA	155 LIST	-				
						C	A J. J		V		ended. In a			
						Courses				iouises ine attended at			raer to be	
		Α		С			engnore I	. a skuderk	masinare.	amenicecian 	leastone c	l		ĺ
			В	Continuina	В					ē				ĺ
			Summer	Student (C)			>	_	=	ઢ	9	~		ĺ
		Student Names	School	or or	Days in	2	Geometry	Algebra l	Algebra l	US Literature	9	-	9	F
	ш	Student Maines	Grade	Accepted	Attendanc	Biology	- 5	9	9	5	Course	Course	Course	Pupil
	H	Last name, First name	Level	Student (A)	e	iĝ.	ě	a a	a a	IS I	Ö		Ö	Eligibility
		Anderson, Gary	9	A	16	x	X			X				Eligible
- 1		Bartowski, John	9	A	16	x	x	x						Eligible
- 1		Calatrava, Maria	9	A	17	x	-	-	x	x				Eligible
- }-	4		,	A	17	Α			Α	Α				Ligitie
- }-	7	Davis, Anthony	10	С	12	-								Not Eligible
-		Edwards, Janice	10	A	18	X		X						Eligible
-			10	C		X	X							
		Fernandez, Dorothea	10	C	19	X		X		X				Eligible
∕-	8													
'		Grant, James	11	C	19	X	X	X		X				Eligible
L		Hawthome, Julia	11	A	19	X								Eligible
L		Ibarra, Ynes	- 11	С	17	X		X		X				Eligible
L		Johnson, Walter	11	С	8		X		X	X				Not Eligible
	13													
	14													
	15													
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	20													
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	29		nuctions	Cover	Sobadula 1	Cohadu	lo 2 C	shadula 2	01					
	-	Course Completion Inst	ructions	/ Cover /	ochedule I	/ Scheal	le 2 30	aleuule 3						

Schedule 3: Days Attended by students in Grades 9-12 (continued)

In column C, enter a "C" (or choose C from the drop down list) if the pupil was in the Choice program on the 2nd Friday in January 2015, at your or any Choice program school.

If the pupil was not counted as a Choice student on the 2nd Friday in January 2015, but has been accepted to attend your school in the Choice program for the 2015-16 school year, enter "A".

	Schedule 3: Days Attended for 9 through 12th Grade
	INSTRUCTIONS
The courses the school entered on S	chedule 1 (rows 10 through 17) should now appear in the section E columns on this tab. List all choice students in grades 9 through 12 who attended
summer school and who were either i	n the Choice Program at any choice school on the 2nd Friday in January 2014 or who have been accepted in the Choice Program at your school for
the 2014-15 school year. The studen	s should be listed first in grade order (beginning with grade 9) and then alphabetically by last name within each grade. In column B, enter the grade the
student was in for summer school. In	polumn C, if the pupil was in the Choice Program on the 2nd Friday in January 2014, enter a "C". If the pupil has been accepted in the Choice Program
at your school for the 2014-15 schoo	year, enter "A". Only Choice Program students should be entered on this form. Next, enter the number of days the student attended summer school in
Column D. In order to be eligible for th	e choice summer school payment, the student must have attended a minimum of 15 days of summer school. In section E, put an "X" for all the courses
the student attended. Column F will in	dicate if the pupil is eligible for a summer school choice payment based on the information you have entered. Columns A through E must be

					9 THROUGH 12TH GRADE CLASS LIST											
						_			I							
						Courses						ended. In o	rder to be			
							eligible	, a student I	must have . I	attended at 	leastone o	oune.				
		A	В	C Continuina	D					2						
			Summer	Student (C)			•	_	=	2			_			
		Student Names	School	or or	Days in	I ₽	Geometry	2	Algebra	US Literature	9	e 7	8	F		
	삦	Statent Hames	Grade	Accepted	Attendanc	Biology	ē	Algebra	<u> </u>	5	Course	Course	Course	Pupil		
	Ĭ	Last name, First name	Level	Student (A)	e	lä	Š	₹	₹	S	ů	ಿ ರಿ	్రి	Eligibility		
		Anderson, Gary	9	A	16	х	x			х				Eligible		
		Bartowski, John	9	A	16	х	x	х						Eligible		
	3	Calatrava, Maria	9	A	17	х			х	х				Eligible		
	4															
	5	Davis, Anthony	10	С	12	х		х						Not Eligible		
	6	Edwards, Janice	10	A	18	х	x							Eligible		
	7	Fernandez, Dorothea	10	С	19	х		х		х				Eligible		
	8	•														
	9	Grant, James	11	С	19	х	х	х		х				Eligible		
_	10	riawurome, zuna	-11	A	19	х								Eligible		
	11	Ibarra, Ynes	11	С	17	х		х		х				Eligible		
	12	Johnson, Walter	11	С	8		x		х	х				Not Eligible		
	13															
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		Course Completion Inst	tructions	/ Cover /	Schedule 1	/ Schedu	ie Z Sc	chedule 3	Y							

Schedule 3: Days Attended by students in Grades 9-12 (continued)

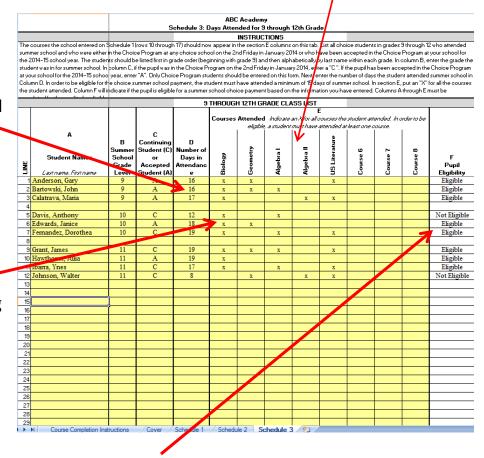
In column D, enter the total number of summer school days the student attended.

- Do not include days in which the student was absent from summer school, even if it was an excused absence.
- If a student attended a partial day, the school may mark that as a full day of attendance.

Again, only include days in which the student attended the summer school program.

In section E, the school is to indicate which of the summer school courses the student attended by marking an "X" in the appropriate column(s). The courses should already appear based on the information the school entered on Schedule 1 of this report. The student must have attended at least one of the courses offered to be eligible for a Choice summer school payment.

The courses entered on Schedule 1 (rows 10 through 17) should appear in the section E columns on this schedule.



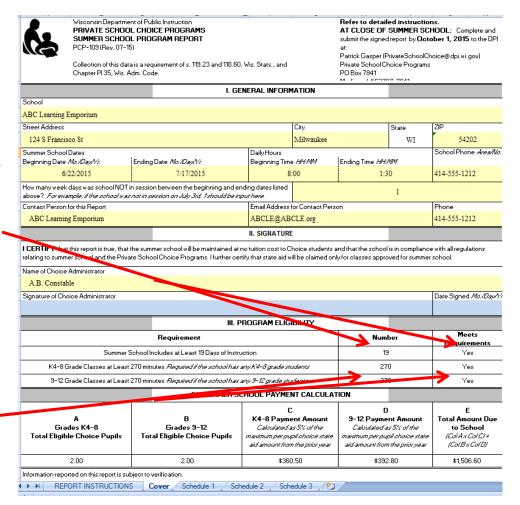
The report will automatically determine if the student is eligible for a choice summer school payment based on the information the school enters. If the student attended any of the summer school courses offered by the school, and the student was in attendance during the summer school program for a minimum of 15 days, the report will indicate the student as eligible for a summer school voucher payment.

Cover sheet completion

Data the school has entered into the cover sheet and schedules 1, 2, and 3 will automatically be entered into sections III and IV of the cover sheet.

Section III will indicate the number of days of instruction offered by the school during the summer session. If the school held a minimum of 19 days, the "Meets Requirement" section will be marked "Yes."

Section III will also indicate the minutes of instruction offered during summer school by grade level. If the school offered a minimum of 270 minutes of instruction per summer school day, the "Meets Requirements" section will be marked "Yes."



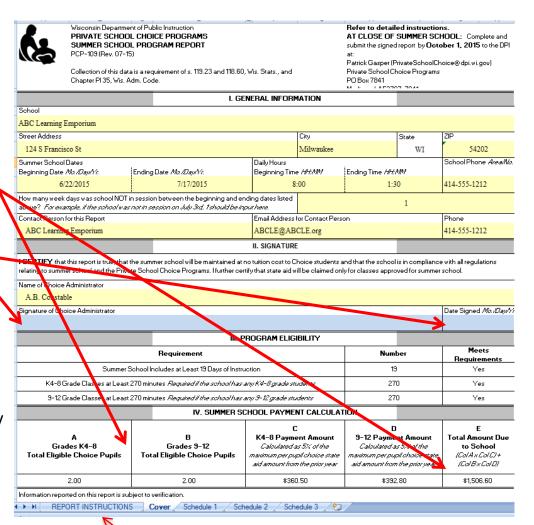
Cover sheet completion (continued)

Section IV will pull the number of eligible choice students from schedules 2 and 3, and calculate the summer school choice payment expected for the school, subject to DPI verification.

The school will print out the report, and the choice administrator at the school must sign and date the form.

Keep a copy of the completed form for your own records.

Schools must submit the completed form to the DPI by October 1. The signed/dated report may be scanned and submitted by e-mail. The DPI will verify the data. If the choice school and the choice students have met all summer school program requirements, and there are no holds against the school, DPI will issue a summer school choice payment in that will be delivered with the 2nd quarterly choice payment at the end of November.



Additional instructions for submitting the report are available at the bottom of the Instructions tab.

Contact Patrick Gasper, Private School Choice Program Consultant, at patrick.gasper@dpi.wi.gov or (608)266-2853 if you have questions about completing and submitting this report.